

Per HB235, districts may utilize Flex Focus funds for general operating expenses. The Kentucky Department of Education (KDE) has established project 15FX in MUNIS for districts to move the funds into. Districts exercising this flexibility shall report to the KDE and the Interim Joint Committee on Education (IJCE) on an annual basis the amount of funds transferred as follows:

1. Once the need to transfer funds has been established at the district level (no prior KDE approval is necessary), the transaction will be entered into MUNIS as follows:
 - a. EXAMPLE: District has \$10,000 in FY15 Safe Schools 168A and wishes to transfer \$5,000 to use for general operating. A budget amendment and journal entry would be made in MUNIS as:

INCREASE 15FA by \$5,000 using 220-5210-15FA (fund transfers in)

DECREASE 168A by \$5,000 using 0002113-0910-168A (fund transfers out)
2. Districts must budget these general operating funds into the appropriate object series/codes it will be expended from.
 - a. EXAMPLE: \$5,000 transferred into 15FA will be spent on supplies. District would use MUNIS 0600 series.
3. Districts would submit this project (15FA) in their quarterly CDIP submission. This will allow KDE to create a summary report to submit to the IJCE annually.

FAQ's

1. *Which programs may I transfer funds from?*
 - a. Extended School Services – 120A
 - b. Professional Development – 140A
 - c. Instructional Resources – 160A
 - d. Safe Schools – 168A
2. *When may I transfer funds and how many transfers may I make?*

There are no statutory limitations on the number of times a district may transfer funds into, or from, an individual program during a fiscal year. However, the KDE requests that transfers are made after thorough planning and prior to December 31 of the grant year.

3. *Will there be a funding matrix for project 15FX?*

Yes, a funding matrix will be available, however, since the district may use the funds for general operating expenses, all org/object combinations will be allowable.

4. *Will I need to submit a report to the Legislative Research Commission ICJE as well?*

No, KDE will provide a statewide report to the IJCE.